



# WHEELING POLICE DEPARTMENT



Shawn Schwertfeger  
Chief of Police

January 23, 2017

Mr. Robert Herron  
City Manager  
City of Wheeling  
1500 Chapline Street  
Wheeling, WV 26003

Dear Mr. Herron:

## Fiscal 2017-2018 Budget Submission

I am submitting the FY 2017-18 budget proposal for the Wheeling Police Department. I am again submitting a recommended 5% pay increase for all Wheeling Police Department employees. As you are aware, our department currently has multiple vacancies that we work hard every day to try to fill. We recently saw a 25% reduction in the number of police applicants after a recent recruitment push for the upcoming Police Civil Service Commission test to be held on January 28, 2017. A pay increase would continue efforts already made by the City to assure the Wheeling Police Department hires and retains quality personnel.

Comparison of our crime statistics for Wheeling versus the previous year show some trends that demand monitoring. Group A offenses were suddenly up by 10%. This is the first time during my tenure that Group A offenses have spiked upward. Specific Group A offenses that trended up significantly were Assaults (8%), Burglary (3%), Larceny (19%), and Robbery (11%). Group B offenses were down again by a 13% margin compared to 2015. Our total calls for service were down again but only by 2%. Based on my training and experience, these numbers equate to very serious drug issues and fewer officers on the street. Illegal narcotics are clearly the cause in the rise in property crimes. Most crime is driven by the need to fund an unfortunate habit. When there are fewer officers on the street, proactivity is down. When fewer officers are addressing the Group B type offenses, those offenders will generally proceed to commit Group A offenses. The current vacancies can be attributed to fewer arrests (down 18%), fewer traffic citations (down 16%), while total victims are up 8% and total suspects are up 13%.

Although these numbers may appear grim, the City of Wheeling remains a very safe city overall. As we move forward, we need to assure that the officers remain engaged in crime fighting and specialized activities; and we need to improve our focus on crime trends as they are identified and immediately act to rectify those criminal trends. This budget will reflect proposals to increase the number of officers, efforts to recruit and retain, and improvements in technology to aid in analyzing and developing useful data to be used in our CompStat process while sharing information across departments and with the public we serve.

This budget proposal is asking for 3 additional police positions. After the WPD reduction occurred, our allocated staffing level was 72 officers with one "over-hire" as a part of succession planning. The reduction and vacancies have had quite the impact on the department. At the time of this proposal, there are only 3 detectives working, 1 officer assigned to traffic

Robert Herron  
Page 2  
January 23, 2017

part time and no full-time PRO in a middle school. All of this is to keep the numbers functional in patrol. I am proposing the allocated staffing be changed to 75 sworn officers with the ability to over-hire one when planning for attrition. I believe the analysis of our year-end crime stats is appropriate justification for this increase.

In 2016 we began the slow process of improving our efficiency with updates to our email and utilizing social media to share information. In 2017 we need to continue with this process. Our current mobile data terminals (MDT's) in most police cruisers are not linked to be able to view current calls for service and report writing capabilities. We need to assure that equipment is reaching its full potential and keeping officers in the field or satellite offices as opposed to Headquarters for purposes of writing reports. Additions to the Communications Maintenance line-item will begin the process of making these systems as functional as possible. A \$10,000 increase is being proposed with the "Tech-Ref" line-item.

Last year, this proposal included two civilian positions to be added to the WPD. A full-time Public Information Officer began in July and has proven to be a tremendous asset to the Wheeling Police Department. Improvements in information sharing, transparency, and marketing our department have all been realized. This budget proposal will again include the second half of that recommendation. A full-time Crime Analyst will provide the WPD and community with real time crime trends and predictive analysis. In addition to this proposed position, a Capital Outlay will be associated which involves the software needed to achieve the successful analysis. District Commanders are tasked with monitoring crime trends and gathering data, sometimes doing it by hand. This position will assist commanders and me to properly plan and deploy resources in the appropriate manner. This position will be able to assist in analyzing crime and calls for service at specific locations when complaints come to the City's attention.

Our department currently has 7 vacancies. We will be testing on January 28, 2017. Those who will be placed on the active Civil Service list will hopefully be vetted and attend the academy at the beginning of the new fiscal year. I am asking for an increase in the "New Hires-Training" line-item to cover those costs. Due to 6 recent hires, we are currently over budget with our \$15,000 line item; and I am asking to increase this line item to \$20,000.

There are no other recommended increases to any existing line items other than the affected line-items (Personnel and Benefits) that reflect the proposed pay increase.

Our Capital Outlay proposals remain very similar to previous years, with two significant priorities:

First is the associated software to accommodate the Crime Analyst proposed position. My recommendation would be to hire the analyst and allow him/her to review and select the associated software that will be used. At a recent conference, I personally reviewed multiple programs offered by several vendors. A suitable program would provide desktop analytics that

would support our CompStat process and Intelligence-led policing efforts. This software includes a web-based public crime mapping feature that would allow our agency to share crime data with the public through an easy-to-use online crime map and analytics dashboard. The price range with multiple vendors for this type of product with CAD translation is \$12,000 - \$15,000 annually. This software utilizes GIS capabilities.

Second is a fully functional Emergency Response Vehicle. This vehicle would accomplish the safe storage and movement of our SWAT team to and from missions. Currently, there is no such vehicle other than a civilian passenger van and multiple other police vehicles to transport the team and their equipment. I am asking the City to provide a one-time \$50,000 payment with the additional costs coming from asset forfeiture funds. Initial review and in communications with other WV law enforcement agencies, this vehicle is estimated to cost \$100,000, fully outfitted.

A third Capital Outlay is the Diversified Storage Solutions/Spacesaver Unit for Evidence Storage. This storage unit system was identified by Detective Sergeant McKenzie after attending a training for those responsible for evidence storage. Evidence storage is a huge liability area and the WPD has more than outgrown its space. This storage system is essentially on "rollers" and would replace the current basic shelf system. This is a one-time cost of \$40,148. This proposed Capital Outlay was on last year's budget submission.

An additional Outlay directed towards evidence is the EvidencOnQ software program. This software program solution is geared toward improving the systems of logging, tracking, storing, and destruction of evidence. This software is designed to minimize the possibility of evidence being misplaced, chain of custody concerns, and the failures that soon follow when this important component of our agency is breached or not beyond reproach. This program has appeared on multiple proposed outlays.

Finally, we need to truly have conversations and planning regarding the physical facilities that the Wheeling Police Department has and does not have. One of my goals coming to Wheeling several years ago was to achieve some form of accreditation for our department. Until we have the physical facilities to work with and the space to expand slightly, we would struggle to achieve any accreditation. We should begin to attempt to locate a site to which to relocate or expand our base operations. Training, roll calls, meeting abilities, site security, and evidence all come to mind as they relate to areas of need.

Along this line, a viable firearms range remains on the capital outlays.

Finally, as it relates to recruitment and retention, conversations must take place regarding expanding the residency requirement to other states and acquiring and assigning take-home vehicles to every sworn officer. This would dramatically improve visibility and emergency response time, not to mention freeing up parking.



Robert Herron  
Page 4  
January 23, 2017

I am enclosing our Strategic Plan (Goals and Objectives), the Line Item Budget Request Form, the Capital Outlay Schedule, the Program Justification Form, and other supporting documents. I am looking forward to meeting with you to further examine and discuss our budget proposal. Please do not hesitate to contact me should you have any questions or need additional information prior to our meeting.

Sincerely,



Shawn Schwertfeger  
Chief of Police

RSS/kg

Enclosures

## **Wheeling Police Department**

### **Strategic Plan 2017**

#### **1. Reduce Crime and the Enhance Public Safety**

- Crime Free Multi-Housing Program (P-4) -- Chief Schwertfeger
- Transport Van (P-2) -- Sergeant Noice/Grants
- Expand Traffic Unit (P-4) -- Chief Schwertfeger
- Reduce motor vehicle accidents within the city by 20% during 2017
  - Identify location and causation factors
  - Enforcement blitz
  - Education campaign
  - Enhance traffic unit
- Reduction in crime/ Quality of Life issues in Downtown/Market Street (P-1)
  - Initiative) Creation of a Business Coalition
  - Initiative) Enforcement Operations
- Reduction in Panhandling (P-3)
- Enhancement of Vicious Dog Ordinance/Program (P-3) – Sergeant Gittings

#### **2. Enhance Community Outreach**

- Crisis Intervention Training (P-1) – Schwertfeger/Miller/Kepreos
- Social Media for WPD (P-4) -- COMPLETED
- Neighborhood Resource Unit (P-4) – Chief Schwertfeger
- Creation and Implementation of a Police Explorer Program (P-2)—Chief Schwertfeger

#### **3. Increase Efficiency**

- False Alarm Program (P-1) – COMPLETED
- Crime Analyst (P-4) – Chief Schwertfeger
- Public Information Officer (P-4) – COMPLETED
- New Police Department Facility (P-3) – Chief Schwertfeger
- Specialized Vehicles (SWAT, CNT) (P-2) –Schwertfeger/Noice/Grants
- Reduction in number of outstanding warrants held by WPD (P-2)
- Tow/ Impound protocol and facilities (P-4)
- Online Reporting Program (P-3) No assignment

#### **4. Emergency Preparedness**

- Regional Command Vehicle Operations (P-2) – Sergeant Roxby
- Police Firing Range/Training Facility (P-1) -- Lieutenant Noice
- Drivers Training Team (COMPLETED)
- Explosive Ordinance Team (P-4) – Chief Schwertfeger/Officer Pugh

- Creation of a CIVIL DISTURBANCE UNIT (P-3) – No Assignment
- Critical Incident Training Enhancement (P-1)
  - Quarterly “Tabletop Exercises” that involve local businesses and multiple facets of the WPD Emergency Response – IN PROGRESS

## **5. Occupational Safety and Wellness**

- Wellness Program (P-2) -- No assignment
- Internal Facility/ Security (P-1) -- Sergeant McKenzie
  - Initiative) Window film upgrades
  - Initiative) New door in work area
  - Initiative) Issued identification for VISITORS
  - Initiative) Improvements to work area
- Police Chaplain Program (P-5) -- No assignment
- Acquisition of Gas Masks (P-4) – IN PROGRESS

**CITY OF WHEELING - DEPARTMENTAL BUDGET REQUEST  
FISCAL YEAR 2017 – 18**

Department/Division: Police				Department/Division Head: R. Shawn Schwertfeger		
LINE ITEM (NUMBER & TITLE)	BUDGET CURRENT YEAR	PROPOSED BASE	NEW PROJECTS AND CAPITAL OUTLAY	BUDGET REQUEST	INCREASES/ DECREASES	APPROVED BY CITY MANAGER
Deputy Chief 4700-10-1221	53,540		Wage requests based a on 5% increase	56,217	+2,677	
Police Chief 4700-10-1222	77,237			81,099	+3,862	
Admin. Assistant 4700-10-1318	33,538			35,215	+1,677	
Staff Associate 4700-10-1324	28,604			30,034	+1,430	
Office Specialist 4700-10-1325	10,708		Part-time Position	10,708		
Pub. Inf. Officer 4700-10-1330	36,038			37,840	+1,802	
PO I (20)* 4700-10-1508	669,496		*3 new PO I positions	827,024	+157,528	
PO II (15) 4700-10-1509	620,302			651,317	+31,015	
Police Sgt. (20) 4700-10-1510	926,824			973,165	+46,341	
Lieutenant (4) 4700-10-1511	199,614			209,595	+9,981	
Directed Patrols 4700-10-1513	21,211			21,211		
Fairs & Festivals 4700-10-1514	10,605			10,605		
Crime Analyst 4700-10-xxxx	0		New Position	36,038	+36,038	
Crossing Gds. (3) 4700-10-1516	18,019			18,019		
Police Cpls. (15) 4700-10-1518	649,955			682,453	+32,498	
Bonus/Attn'd. Bonus 4700-10-1523	44,400			44,400		
Civilian Intake (4) 4700-10-1532	123,928			130,124	+6,196	

**CITY OF WHEELING - DEPARTMENTAL BUDGET REQUEST**  
**FISCAL YEAR 2017 – 18**

**Department/Division: Police**

**Department/Division Head: R. Shawn Schwertfeger**

LINE ITEM (NUMBER & TITLE)	BUDGET CURRENT YEAR	PROPOSED BASE	NEW PROJECTS AND CAPITAL OUTLAY	BUDGET REQUEST	INCREASES/ DECREASES	APPROVED BY CITY MANAGER
Canine Comp. 4700-10-1534	16,938		Increase in minimum wage	25,253	+8,315	
Social Security 4700-10-1902	844			844		
Overtime 4700-10-1903	290,412			290,412		
Longevity 4700-10-1905	41,371			41,371		
Police Pension 4700-10-1907	1,900,000			1,995,000	+95,000	
Police Pens.-State 4700-10-1915	46,000			46,000		
Eye-Dental-Life Ins. 4700-10-1920	79,886			79,886		
Hospitalization 4700-10-1921	727,520			727,520		
Medicare 4700-10-1924	55,383			55,383		
Comm. Maint, 4700-20-2115	55,000			55,000		
Copy Machine 4700-20-2116	6,500			6,500		
Equip. Maint. 4700-20-2124	15,000			15,000		
Harley MC's 4700-20-2125	6,000			6,000		
Investigations 4700-20-2132	10,000			10,000		
Insurance 4700-20-2134	197,987			197,987		
Membership Dues 4700-20-2138	2,000			2,000		
Police Parking 4700-20-2143	1,300			1,300		



**CITY OF WHEELING - DEPARTMENTAL BUDGET REQUEST**  
**FISCAL YEAR 2017 – 18**

**Department/Division: Police**

**Department/Division Head: R. Shawn Schwertfeger**

LINE ITEM (NUMBER & TITLE)	BUDGET CURRENT YEAR	PROPOSED BASE	NEW PROJECTS AND CAPITAL OUTLAY	BUDGET REQUEST	INCREASES/ DECREASES	APPROVED BY CITY MANAGER
Tech. Ref. 4700-20-2149	25,000		Increase in Maint. Contract	35,000	+10,000	
Travel Expenses 4700-20-2153	40,000			40,000		
Spec. Sch.-Training 4700-20-2162	35,000			35,000		
New Hires- Training 4700-20-2163	15,000		Processing more applicants	20,000	+5,000	
Utilities 4700-20-2167	2,500			2,500		
Worker's Comp. 4700-20-2171	73,728			73,728		
Telephone-LD Chgs. 4700-20-2173	23,000			23,000		
Legal Expenses 4700-20-2176	20,000			20,000		
Postage 4700-20-3146	2,500			2,500		
DTF Grant Match 4700-20-3147	7,500			7,500		
K-9 Maintenance 4700-20-3148	17,500			17,500		
SWAT Team Exp. 4700-20-3149	10,000			10,000		
Specialization 4700-20-3150	8,000			8,000		
Grant Writers 4700-20-3160	9,000			9,000		
Damaged Clothing 4700-30-2110	10,000			10,000		
Clothing All. 4700-30-2112	50,000			50,000		
Bullet Proof Vest 4700-30-2114	30,000			30,000		

**CITY OF WHEELING - DEPARTMENTAL BUDGET REQUEST**  
**FISCAL YEAR 2017 – 18**

**Department/Division: Police**

**Department/Division Head: R. Shawn Schwertfeger**

LINE ITEM (NUMBER & TITLE)	BUDGET CURRENT YEAR	PROPOSED BASE	NEW PROJECTS AND CAPITAL OUTLAY	BUDGET REQUEST	INCREASES/ DECREASES	APPROVED BY CITY MANAGER
Ammo & Targets 4700-30-3102	35,000			35,000		
Gas-Diesel-Oil 4700-30-3124	200,000			200,000		
Office Supplies 4700-30-3135	20,000			20,000		
Photo FP 4700-30-3140	5,000			5,000		
Traffic Supplies 4700-30-3179	6,000			6,000		
DARE Supplies 4700-30-3180	3,324			3,324		
Police Veh. 2014-15 4796-40-9097	33,000		End of Payment Period	0	-33,000	
Police Veh. 2015-16 4796-40-9098	52,000		3 annual payments	52,000		
Police Veh. 2016-17 4796-40-9100	92,430		“	92,430		
Police Veh. 2017-18 4796-40-xxxx	0		New Police Vehicles	65,000	+65,000	
Outfitting of 5 police veh. xxxx-xx-xxxx	0		“	100,820	+100,820	
Grant 2014-DJ-BX-0308 4700-40-4015	10,386		To be expended	10,386		
Grant 2015 DJ-BX-0714 4700-40-4016	24,714		To be expended	24,714		
Grant 2016 DJ-BX-0434 4700-40-xxxx	31,264		To be expended	31,264		
Comm. Found. for Ohio Valley CFOV	5,000		To be expended	5,000		
Def. Comp. 457/Contrib. 4700-50-2174	4,400			4,400		

[illegible]

**CITY OF WHEELING**  
**CAPITAL EQUIPMENT OUTLAY SCHEDULE**  
**FISCAL YEAR 2017 – 18**

**DEPARTMENT: POLICE**  
**DIVISION:**  
**FUND: GENERAL FUND**

DESCRIPTION	NO. OF UNITS	UNIT COST	TOTAL COST	TRADE IN VALUE	NET COST	PRIORITY*	JUSTIFICATION/EXPLANATION
1	2	3	4	5	6	7	8
ATACRAIDS	1	12,000 (annually)	12,000 (annually)	0		1	Desktop analytics that will support CompStat and our Intelligence-led policing efforts
SWAT Van	1	50,000	50,000	0		2	To provide a secure and properly outfitted vehicle that is ready when the SWAT Team is called into action
Diversified Storage Solutions/Spacesaver Unit	1	40,148	40,148	0		3	To provide better storage for evidence
EvidenceOnQ	1	17,710	17,710	0		4	To enable the efficient submission, logging, tracking, and destruction of evidence
<b>TOTAL</b>	4	119,858	119,858	0			

\* Number the priorities starting with 1 being the first priority, 2 the second priority and so on. There should only be one item per priority.

**CITY OF WHEELING**  
**DEPARTMENTAL BUDGET REQUEST**  
**FISCAL YEAR 2017 – 18**

DEPARTMENT: POLICE  
DIVISION:  
FUND: GENERAL FUND

PROGRAM/PROJECT	COST	PRIORITY*	JUSTIFICATION/EXPLANATION
1	2	3	4
Range/Training Facility	40,000	1	To enhance the scope of the Firearms Training Unit and eliminate overtime by qualifying officers during regular work hours due to restrictions imposed by private clubs

\* Number the priorities starting with 1 being the first priority, 2 the second priority and so on. There should only be one item per priority.

# **Wheeling Police Department FY 2017-2018 Budget Increase Justification**

## **Proposed Increases**

### **Personnel/Wages (Various Line Items)**

The Wheeling Police Department is currently allocated 72 sworn positions, with one approved over-hire. Our current staffing level is 66 sworn, leaving essentially 7 vacancies. Of those 66, six remain new hires and in training. Needless to say, our current staffing situation has been a very taxing one. The men and women of the WPD continue to work hard and are doing their best to keep crime at bay. With the existing vacancies and nearing exhaustion of the current Civil Service list, the WPD advertised for new police positions. Our interest was down by 25% in applications. This fact caused us to extend our application deadline. I am hopeful that the list created from the testing scheduled for January 28, 2017, will produce a quality applicant pool. Moving forward, we truly need to place a primary focus on recruitment and retention. Officers are working hard on ways to improve recruitment; but, at the end of the day, pay is a primary factor in attracting professional law enforcement officers and prospective officers. I have recommended a 5% pay increase for all employees of the Wheeling Police Department. This proposed increase affects several line items reflected in the personnel/wages line items.

In addition to the proposed pay increase, I am respectfully proposing the allocated sworn staffing be increased to 75 sworn positions with one over-hire when succession planning identifies a need. Specialized positions in staff, investigations, and PRO's have all been reduced so that patrol shifts can have as many officers as we can provide. This has taken a toll on our crime stats and our personnel. Many officers are working double duties, forced to hold over due to shortages, and finding it difficult to get much-needed days off. These facts, I believe, more than justify an increase in allocated staffing.

### **Tech. Ref. (4700-20-2149)**

With recent improvements to our email and internet platforms comes additional maintenance cost. The maintenance contract has increased, and this proposal will help cover those costs as well as improvements and upgrades to our vital working computers and with the plan of outfitting computers at our Satellite Offices. An increase of \$10,000 is proposed.

### **New Hires-Training (4700-20-2163)**

With the significant number of vacancies and our plans on filling those positions, I am asking for an increase of \$5,000 to pay for the Academy training and outfitting of those officers.



**FY 2017-18 Budget Justifications**  
**Continued**

**Proposed New Line Items (Civilian Staff Positions)**

**Crime Analyst**

This proposed new position will also be a civilian position with a proposed annual salary of \$37,840. A Crime Analyst is necessary as we move forward with our Geographic Policing, CompStat, and Intelligence Led Policing efforts. A Crime Analyst prepares reports, monitors and predicts crime trends, and provides vital statistical information to supervisors and staff. This information is geared towards providing vital information to assist with the deployment of resources and is paramount to the success of our Geo Policing philosophies. This position, along with our proposed software purchase, will go a long way in providing officers and supervisors a tool to combat crime trends. I have attached a job description outlining the position proposed.

**City of Wheeling**  
**Position Description**

**Job Title:**  
Crime Analyst

**Location:**  
Police Department

**Immediate Supervisor:**  
Chief of Police

**Job Class Code/Pay Grade:**  
Unknown

**FLSA Status:**  
Exempt

**General Definition of Work:**

This is a professional level full-time position involving the collection, interpretation, recording, and reporting of statistics and trends as related to crime and incident reports. The employee is responsible for conducting crime pattern, series, and trend analysis activities and preparing reports related to the same.

**Essential Functions:**

- Conducts crime pattern, series, and trend analysis activities using qualitative, temporal, and geographic measures and statistical methods;
- Prepares crime analysis bulletins and reports;
- Inputs reports and statements from police officers and other police personnel into a database system; sorts, codes, and files police records of arrests and incidents;
- Enters, amends, retrieves, loads, downloads, and updates information;
- Retrieves information on various computer systems and queries systems for information on crime data;
- Communicates with and assists the general public and other agencies by providing general information and statistical data both in person and by phone;
- Acts as a liaison between the Wheeling Police Department and the West Virginia Intelligence Fusion Center;
- Monitors, catalogs, and disseminates data from the anonymous tip line;
- Tracks narcotics-related data
- Prepares various reports and manages the department's strategic plan;
- Verbally and visually presents crime patterns, series, and trends to both internal and external entities;
- May conduct presentations at patrol briefings, staff meetings, citizen group meetings, and City government functions;
- Performs other duties as assigned.

## **Position Description**

### **Continued**

#### **Knowledge, Skills and Abilities:**

Considerable knowledge in collecting, interpreting, recording, and reporting of statistics and trends as related to crime and incident reports. Considerable knowledge of all levels of law enforcement, including local activities related to community-oriented policing activities. Considerable knowledge of the principles and practices of modern public or business administration. Considerable knowledge of modern office practices, procedures, systems, and equipment. Working knowledge of basic statistics, business mathematics, and business composition. Knowledge and familiarity of GIS and ArcGIS systems. Knowledge of federal/state grant programs. Ability to conduct data entry; make mathematical calculations; sort separate, arrange, file, and distribute files in a prescribed manner. Ability to work evenings and weekends during the hours of program operation. Ability to maintain records and prepare reports from same. Ability to communicate effectively, both verbally and in writing. Ability to handle confidential information in a discreet and professional manner. Ability to establish and maintain effective working relationships with employees, government officials, and the general public.

#### **Special Requirements:**

- Ability to obtain certification as FUSION Liaison Officer with the West Virginia Intelligence Fusion Center within one (1) year from date of hire;
- Ability to obtain security clearance with the Federal Bureau of Investigations (FBI) within a reasonable amount of time from date of hire;
- Valid driver's license from the State of West Virginia.

#### **Education and Experience:**

Graduation from an accredited college or university with a Bachelor's Degree in criminal justice, public administration, or a related field preferable (Master's Degree preferred); two (2) years of experience in statistical and management analysis; or any equivalent combination of education and experience.

#### **Physical Conditions and Nature of Work Contacts:**

Regular lifting and movement of equipment/supplies weighing up to 25 pounds. Work is typically performed in meeting rooms, conference rooms, homes, schools, and public buildings. Frequent operation of a motor vehicle throughout Wheeling/Ohio County in occasional inclement weather is required. Regular contact with internal staff at all levels, community organizations, local citizens, and citizen groups is required. The position may be required to work during evening hours, on weekends, or may be subject to call out.

## Wheeling Police Department Grants Summary as of 1 December 2016

### **2012-DJ-BX-0090**

FY 2012 Edward Byrne Justice Assistance Grant  
10/1/2011 to 9/30/2015

**SPENT ENTIRELY AND CLOSED**

### **2013-DJ-BX-0317**

FY 2013 Edward Byrne Justice Assistance Grant  
State Solicitation  
10/1/2012 to 9/30/2016

**SPENT ENTIRELY BUT NOT CLOSED; FINAL REPORT DUE BY 12/29/16**

### **2014-DJ-BX-0308**

FY 2014 Edward Byrne  
Justice Assistance Grant  
10/1/2013 to 9/30/2017  
Life Saving Response  
Evidence Collection  
Community Patrol  
Bicycle Operations  
Officer Safety - Defensive Tactics Training  
Special Response - SWAT Operations

**WPD: Balance remaining to be spent: \$10,386.43**

**OCSO: Has spent its entire allotment; \$0 remaining**

### **2015-DJ-BX-0714**

FY 2015 Edward Byrne  
Justice Assistance Grant  
10/1/14 to 9/30/2018  
Pole Cam  
Thermal Imagery Cam  
Night Vision Mono Goggle  
Night Vision Scope  
Civil Disturbance Shields, Helmets, Batons, Turtle Shell Riot Suits

**WPD: Balance remaining to be spent: \$24,714.00**

**OCSO: Balance remaining to be spent: \$9,750.00**

### **2016-DJ- BX-0434**

FY 2016 Edward Byrne  
Justice Assistance Grant  
10/1/15 to 9/30/19  
Video Enhancement Program  
Kevlar Helmets – Level III, SWAT, NVG attachment, side rails, high cut style,  
4 point harness for adjustment to various sizes  
Gas Masks, AVON Protection, C50 Mask Assembly 1<sup>st</sup> Responder Kit and Mask  
With Voice Projection Unit with Microphone

**WPD: Balance remaining to be spent: \$31,264 (no money has been spent yet; this is the entire allotment)**

**OCSO: \$10,443.75 (no money has been spent yet; this is the entire allotment)**

## Wheeling Police Department Grants Summary as of 1 December 2016

### Wheeling Police Department Community Foundation of the Ohio Valley (CFOV) Grant:

\$5,000 for Crisis Intervention Team Training

Awarded: 1/21/2016

**WPD ONLY (this is \*not\* shared with OCSO) NOT SPENT AT ALL YET - \$5,000 remaining to be spent**

**Final Report Due: 1/21/2017**

### JAG Close Out Reports are due by:

Award	Project Period End date	Close Out Report Due by
2016-DJ-BX-0434	09/30/2019	12/29/2019
2015-DJ-BX-0714	09/30/2018	12/29/2018
2014-DJ-BX-0308	09/30/2017	12/29/2017
2013-DJ-BX-0317	09/30/2016	12/29/2016
2012-DJ-BX-0090	09/30/2015	12/29/2015 - DONE



CONFIDENTIAL

January 19, 2016

Chief Schwertfeger  
Wheeling Police Department

Dear Chief,

BAIR Analytics is providing this written quote detailing the costs for a proposed software licensing and software support agreement for the Wheeling Police Department.

## Recommended Package

Based on your requirements, following is the recommended package that we believe meets the Wheeling Police Department's needs:

Item	List Price Per Item	Item Count	Total Price
ATACRAIDS (annual cost) Tier 2E - agency wide license	\$12,000	1	\$12,000
ATACRAIDS web based training	Included	1	Included
RMS Translation	Included		
Offender Translation	Included	1	Included
RAIDS Online Public Crime Map	Free	1	Free
Total			\$12,000
Optional Items			
CAD Translation	\$2,400		
Yearly Recurring Costs Highlighted In Blue			

PROPRIETARY AND CONFIDENTIAL

640 Plaza Drive, Suite 340, Highlands Ranch, Colorado 80129

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## Software-as-a-Service (SaaS)

### ATACRAIDS

Web-based dashboard analytics, mapping and reporting secured for law enforcement and defense







**ATACRAIDS** is an easy-to-use online dashboard that provides regional and national crime data sharing and analysis for law enforcement and defense only. Users access a secured environment to map, analyze, report and download data from multiple jurisdictions. ATACRAIDS provides secured login access and individual user settings for an unlimited number of users for each agency. ATACRAIDS automatically geo-codes and analyzes crime data as it is imported into the system. The 12-month annual term starts after the completion of installation.

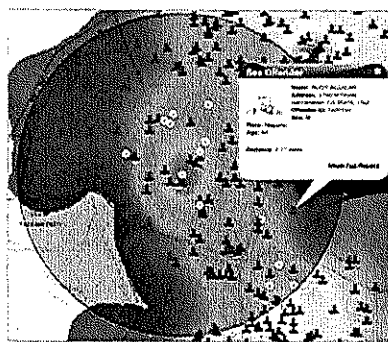
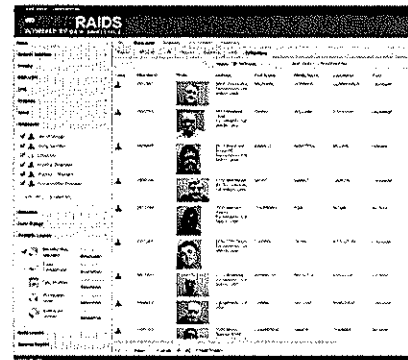
ATACRAIDS is configured to work with any RMS or data source through BAIR's Translation Service ("Services" section in this proposal). Your annual ATACRAIDS fee includes software upgrades and technical support for the Translation Software, data extraction, and other items installed by BAIR that improve data quality and continuity in the ATACRAIDS system.

### ATACRAIDS – Offender Module

Module for viewing various offender data from ad-hoc sources in ATACRAIDS

The **ATACRAIDS Offender Module** will allow users to view offender data from various sources over existing ATACRAIDS data such as Calls for Service and Events (crimes). Data types available in the Offender Module will include Sex Offenders, Gang Members, Parolee/Probationers, Warrants, and Prolific Offenders. All of the analytical tools available in ATACRAIDS will apply to the Offender data such as density maps, analytics, and time comparison maps. These sources of data will be instrumental in suspect generation and identification and will overlay over any other data in ATACRAIDS.

	Sex Offender
	Gang Member
	Offender
	Prolific Offender
	Warrant/Wanted
	Probationer/Parolee

The screenshot shows the ATACRAIDS RAIDS dashboard. It features a list of offenders with columns for Name, Address, Date, and Status. There are also filters on the left side of the dashboard to refine the search results.

## RAIDS Online

### Web-based public crime mapping and anonymous tips provided at no cost to your agency

RAIDS Online works with any RMS to allow law enforcement to share crime data with the public through an easy-to-use online crime map and analytics dashboard. The data is displayed with 8 fields of limited offense information to protect victim privacy. This is a valuable tool for law enforcement to communicate crime activity to their citizens and the media. BAIR is offering RAIDS Online as a free service to any law enforcement agency who would like to participate.

Feature	Price
We don't sell your data	Free
Public-facing crime map and dashboard analytics	Free
Neighborhood watch emails & Anonymous web-based tips	Free

*This is an open market item*

## Desktop Software

### ATAC Workstation

#### Powerful desktop analytics supporting the intelligence-led policing efforts of your agency

ATAC Workstation provides powerful analytical tools, data integration, mapping and reporting capabilities to crime investigations and intelligence analyses. ATAC assists analysts in pattern identification, data mining, analysis and prediction of serial events, and communicating vital information efficiently.

The ATAC Workstation License entitles the user to deploy the ATAC Workstation software to any single workstation with availability restricted to agency employees. Multiple users are allowed at a single workstation. This license includes software upgrades and technical support.

- Unlimited email technical support
- Unlimited telephone technical support
- Unlimited minor upgrades with bug fixes and additional updates that enhance the usability of the software
- Unlimited major upgrades with additional modules and functionality that enhance the usability of the software

FOR THE PUBLIC

FOR COMMAND STAFF

FOR ANALYSTS



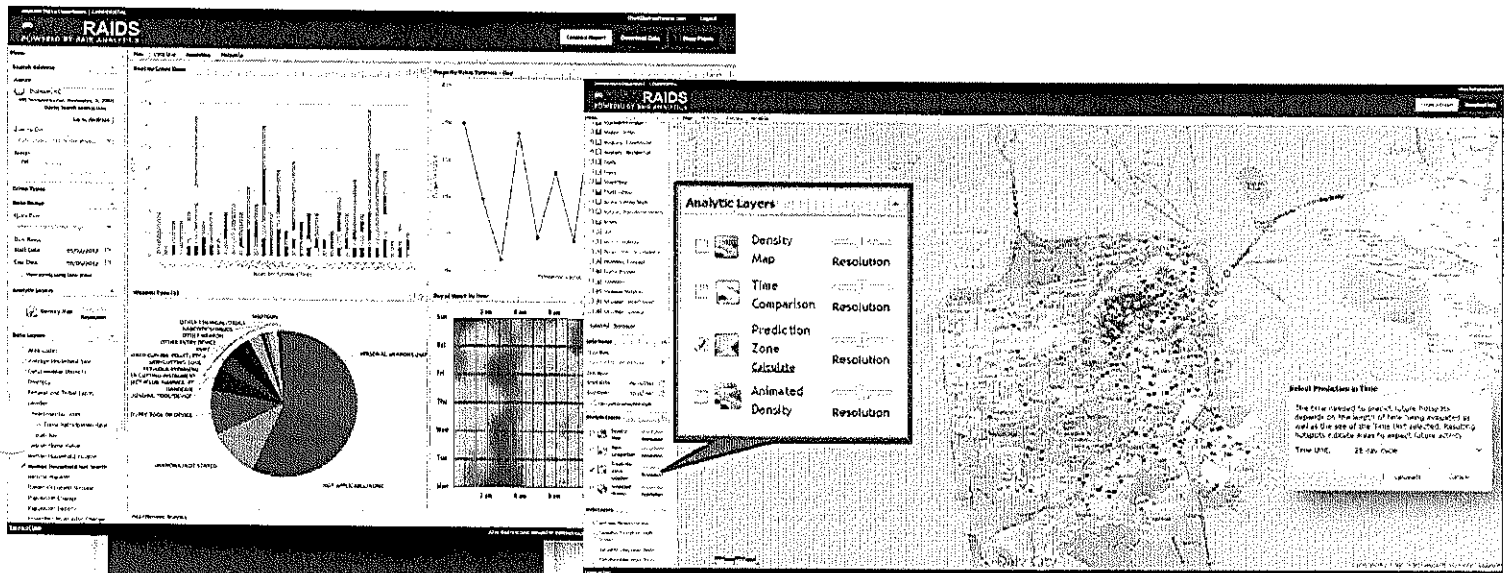
# ATACRAIDS

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WWW.BAIRANALYTICS.COM

## Analysis and reporting for all levels of law enforcement

Powered by over 100 years of combined analytical experience



### ANALYTICS FOR EVERYONE

Since 1997, BAIR has been the leader in providing analytical software and services to law enforcement, defense and private industry. ATACRAIDS helps you make more informed decisions about how to reduce crime in your city and communicate actionable information to all levels of your organization.

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GROWING  
PRIVATE  
COMPANIES  
2012

**Inc.**  
**500**

### Benefits for analysts & officers

- 140 fields of data with narratives accessible anywhere, including internet-enabled patrol cars
- View crime and calls for service trends across borders
- Create, schedule and disseminate reports to other users through email
- Prioritize areas to look for a suspect with geographic profiling
- Connect the dots between events using link analysis

### Benefits for command staff

- Predict where crime and calls for service will occur
- Time comparisons and animated hotspots over time
- Clean and accurate RMS and CAD information available to all levels of your organization
- Create and automate COMPSTAT and ad-hoc reports
- Always up-to-date, reliable, secure and scalable
- Dashboard analytics with over 100 charts and graphs

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FOR THE PUBLIC

FOR COMMAND STAFF

FOR ANALYSTS



# RAIDS ONLINE

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WWW.RAIDSONLINE.COM

Free for everyone!

## Crime maps, tips and alerts to connect with your community

Join the nation's fastest growing community policing solution

**FREE  
FOR EVERYONE!**

Due to BAIR's long history and diverse business experience, RAIDS Online is and always will be free to Law Enforcement and the communities they serve.



AMERICA'S  
FASTEST  
GROWING  
PRIVATE  
COMPANIES  
2013

**Inc.**  
**500**

### Benefits for your department

- Reduce information requests
- Improve trust with data accuracy and transparency
- You control what is shared
- We will never sell your data
- Multi-agency data sharing
- Hotspot maps, COMPSTAT and dashboard analytics

### Benefits for your community

- Easily search for information and view nearby crime activity
- Demographic and socio-economic layers show how crime relates to other factors
- Email neighborhood watch reports help the public stay safe
- Free RAIDS Online Mobile app
- View sex offenders near your home and business

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# ABOUT US

[WWW.BAIRANALYTICS.COM](http://WWW.BAIRANALYTICS.COM)

## Company Overview

BAIR Analytics is an analytical software and service company dedicated to providing public safety, national security and defense entities the innovative tools and subject-matter expertise needed to identify, analyze and resolve problems created by the actions of offenders and their networks that threaten our citizens, our communities and our nation.

## Technical Capabilities

BAIR provides a unique balanced system of support for our customers in the realm of public safety, national security and national defense. The three complementary and symbiotic layers are:

### Software

Innovative crime and threat analysis tools for public safety, national security, defense, and the private sector.

### Training

Comprehensive curriculum and teaching system that is certified by government organizations, educational institutions and private industry.

### Analytical Services

Onsite and reachback subject-matter experts with advanced technical skills necessary to provide direct support in Pattern & Predictive Analysis for its customers in the law enforcement, defense, intelligence and private security operating spaces.

## Locations

### Highlands Ranch, Colorado

640 Plaza Drive, Suite 340  
Highlands Ranch, Colorado 80129

### Reston, Virginia

11790 Sunrise Valley Drive  
Reston, Virginia 20191



**NORTHROP GRUMMAN**



**esri**

Partner Network  
Silver

**BAE SYSTEMS**



**TARGET**



**Walmart**  
Save money. Live better.

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COMPANIES  
2012

**Inc.**  
**500**

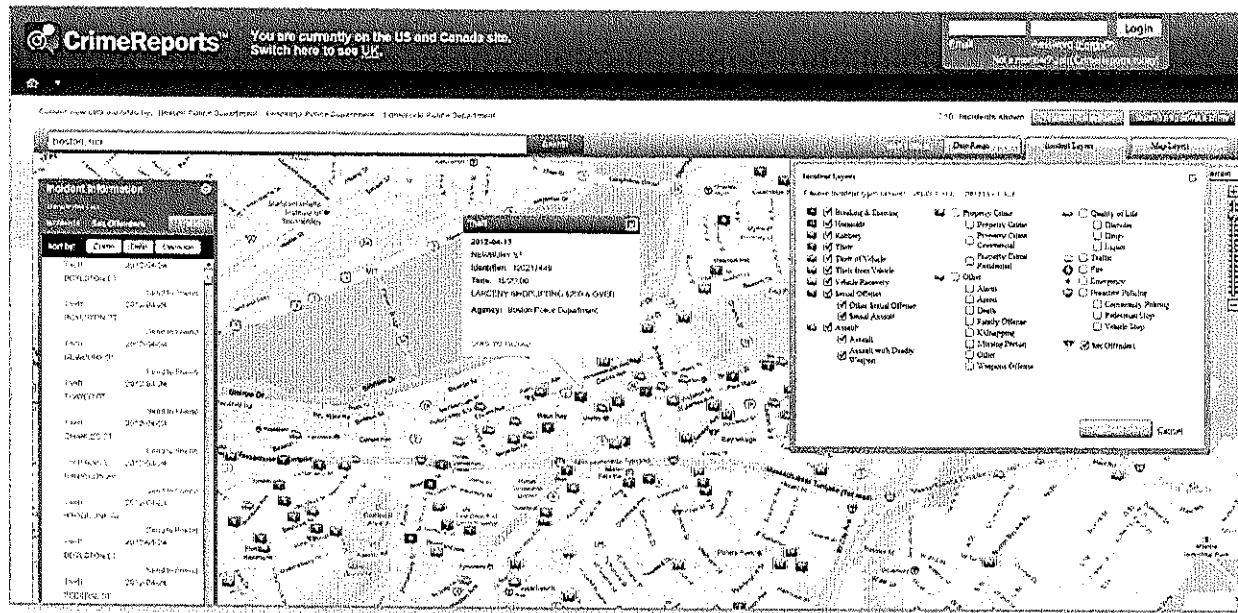
**COLORADO**  
COMPANIES TO WATCH

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[SALES@BAIRANALYTICS.COM](mailto:SALES@BAIRANALYTICS.COM) | (800) 380-1138



## Inform, Educate, and Empower

CrimeReports increases community confidence in local law enforcement officials by providing a platform that gives agencies a channel to publish crime data, expand public information flow, and promote two-way dialogue with the citizens they serve.



### Real Engagement

Raise the level of community awareness, confidence, and participation in fighting crime.

### True Empowerment

Access real-time reporting and crime maps so staff has access anytime, anywhere.

### Reportable ROI

Decrease media and citizen inquiries with crime publishing tools that spare precious agency resources.

## Highlights



### Crime Alerts and Updates

Citizens can sign up to receive official alerts from their local agency, as well as daily, weekly, or monthly updates on any number of crime types. Clear, transparent, and timely communication increases public confidence and reduces requests for information—saving your agency time and money.



### Simple and Easy Integration

CrimeReports integrates with most RMS and CAD platforms on the market today. This allows agencies to normalize their data in order to show icons representing specific crime types on a map. And with automated synch functionality, the information on the CrimeReports map is always fresh and up-to-date.



### Integrated Tip Submission

CrimeReports.com includes a tip submission tool built directly into the platform. Citizens can send tips related to crimes already listed on the map to aid investigations, as well as non-reported crimes. And while tips are anonymous and encrypted, agencies can communicate with the tipster through email to gain further information.



### Custom Map Widget

Gain greater flexibility of information flow by adding the CrimeReports map directly to your Website—pre-zoomed to the exact geographical boundary lines you wish to show. Now you can communicate with your citizens through two channels: your own agency-controlled Website and CrimeReports.com.



### Corporate Headquarters

11781 South Lone Peak Parkway, Suite 200, Draper UT 84020  
Phone: 801.826.2700 | Fax: 801.998.3093  
www.publicengines.com

[www.crimereports.com](http://www.crimereports.com)



## Features & Benefits

### #1 Crime Map among Law Enforcement Agencies and the Public

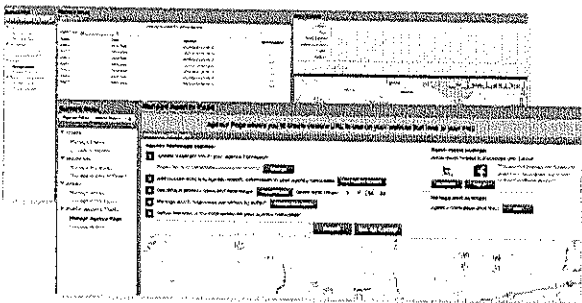
CrimeReports allows you to increase the visibility of your agency's efficiency—improving public and media perception regarding the real strides being made in reducing crime.

### SaaS Deployment

CrimeReports deploys in a SaaS environment for fast, Web-based setup—usually complete within 24 hours. No major IT initiatives required. No additional hardware to buy. No additional data entry required. And since it integrates directly with your RMS or CAD system, you can set it and forget it.

### Real-time Data Feed

Reveal the most up-to-date crime information utilizing scheduled synch functionality. No need to wait for weekly or monthly reports. Active intelligence is now available to every staff member.



### Online Administration Tools

Simple tools allow anyone to manage users, create beats, and add the agency's crime map directly to their Website.

### Custom Narrative Fields

Increase agency transparency by providing the public with detailed information about each crime.

### About PublicEngines

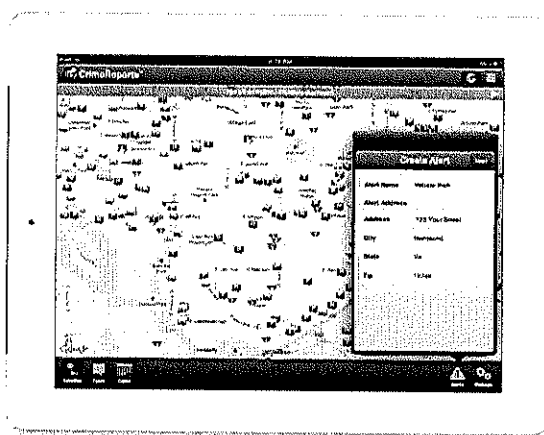
PublicEngines' mission is to help prevent, reduce, and solve crime with easy-to-use, cloud-based solutions that facilitate crime analysis, supply actionable intelligence and increase public engagement.

The company's products include CrimeReports—the #1 most popular online crime mapping solution available; CommandCentral—a rich, intuitive, and affordable crime analytics and data visualization engine; and TipSoft—the industry's most widely adopted anonymous crime tip submission and management platform.

PublicEngines services more than 2,500 customers worldwide. For more information about PublicEngines, please visit: [www.PublicEngines.com](http://www.PublicEngines.com).

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### Mobile Applications - iOS

CrimeReports offers free mobile applications for phone and tablet devices so agencies can provide the public with anytime, anywhere access to crime maps and information.

### Shape File Support

Segment your map into separate beats or zones in order to provide staff with crime map reports detailing the criminal activity that occurred during their off days.

### CrimeReports Publishing

Automated crime publication keeps the public informed and reduces the need for information requests.

### Sex Offender Data

Make the public more aware of sex offender locations through federally syndicated criminal sex offender information.

### World-class Support

PublicEngines provides as much basic training as required for a successful deployment and also has advanced training available. Live support ensures quick resolution to questions or issues. And after hours on-call support is available for urgent matters.

# *Wheeling Police Department*

1500 Chapline Street  
Wheeling, WV 26003



Office: (304) 234-3708  
FAX: (304) 234-3788

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## **MEMORANDUM**

**TO:** Chief Schwertfeger

**FROM:** Cpl Howell

**DATE:** January 20, 2017

**SUBJECT:** 2017 – 2018 K-9 Budget Request

The Wheeling Police K-9 Unit is asking for \$17,500.00 for the 2017 – 2018 year.

Each K-9 has a maintenance cost of approximately \$1,700.00 per K-9. This includes vet visits, dog food, boarding, and any shots that need to be updated. This brings the total to \$8,500.00.

I am requesting \$1,107 for keyless entry/remote starter to K-90, K-92 and K-94. Currently none of these vehicles have keyless entry. The quotes come from Made in the Shade on National Road.

I am requesting to purchase gun racks for all five K-9 vehicles. Currently none of the cruisers have gun racks. All five handlers currently carry a patrol rifle. We all lock our rifles in the trunk of the cruiser. This will give us a gun rack to lock our rifle in the cruiser. The total price for 5 gun racks is \$1,140. This is from Galls. The price is only for the gun racks it does not include labor.

I would like to purchase 4 additional emergency lights for K-92. Two lights would go on the rear of the vehicle next to the license and two lights would go on the side of the brush guard. The reason why I am requesting to purchase these lights is when the vehicle was ordered there were no strobes placed in the headlights or taillights. Also the lights on the rear window of the vehicle are not flush with the window like they were supposed to be. So the lights by the license plate will give better visibility from the rear. With the no strobes being in the head

lights by adding emergency lights to the side of the brush guard it will give better visibility from the side and when clearing an intersection.

This quote is also to include moving the grill lights. Currently the grill lights are being blocked by the brush guard because Doan placed the grill lights in the wrong location.

The price for these lights and labor are \$1,080 from Staley's Communication.

Also the Wheeling Police K-9 Unit needs to keep new and properly maintained equipment. With an additional \$5,673.00 it will allow us to continue to train our K-9s properly. We will be able to buy new equipment and items that we may need.

With the additional funds we will be able to buy more supplies to store in the room out at the South Wheeling Satellite Office. This will also give us extra funds in case a K-9 needs surgery.

Thank you,

Cpl Douglas J Howell

**FINAL DRAFT**

